

**Pioneer Central School District  
2019-20 School Budget Requirements and Deadlines**

Target Date	Budgetary Action
November 6, 2018	<b>Regular Board Meeting</b> <ul style="list-style-type: none"> <li>▪ Present the 2019-20 budget calendar to the Board of Education</li> </ul>
Oct. & Nov. 2018	<ul style="list-style-type: none"> <li>▪ Provide budget development information to building administrators and department heads</li> </ul>
December 11, 2018	<ul style="list-style-type: none"> <li>▪ Completed budget development information due back to Assistant Superintendent</li> </ul>
January 22, 2019	<b>Regular Board Meeting with Public Informational Forum</b> <ul style="list-style-type: none"> <li>▪ Solicit and provide information to stakeholders via a Public Budget Input &amp; Informational Forum</li> </ul>
February 5, 2019	<b>Regular Board Meeting</b> <ul style="list-style-type: none"> <li>▪ Present to Board: 2019-20 Revenue Projections (Governor's Proposal)</li> <li>▪ Present to Board: Board of Education &amp; Central Operations, Individual Building &amp; Department Budgets</li> </ul>
Feb. 15th (or before)	<ul style="list-style-type: none"> <li>▪ The tax base growth factor provided by NYS Dept. of Taxation and Finance (cannot be less than 1)</li> </ul>
<b>Mid-Winter Recess: February 18-22</b>	
March 1st (or before)	<ul style="list-style-type: none"> <li>▪ District submits tax levy limit calculation on the State Comptroller's website</li> </ul>
March 5, 2019	<b>Regular Board Meeting</b> <ul style="list-style-type: none"> <li>▪ Present to Board: BOCES, Transportation, and Debt Service Budgets &amp; Salaries, Healthcare, Pension &amp; Other Benefits Budget</li> <li>▪ Present to Board: 1st Draft of Complete 2019-20 General Fund Budget</li> </ul>
March 19, 2019	<b>Regular Board Meeting</b> <ul style="list-style-type: none"> <li>▪ Budget discussion - If needed, present to Board a 2nd Draft of Complete 2019-20 General Fund Budget</li> </ul>
April 2, 2019	<b>First Publication of Legal Notice</b> <ul style="list-style-type: none"> <li>▪ Legal notice of date, time, and place of School Budget Hearing and Annual Budget Vote. Must advertise 4 times within 7 weeks of the vote with the first legal notice publication occurring at least 45 days before the Annual Budget Vote. Notice should appear in 2 general circulation newspapers. If no such newspapers exist in the district, the notice should be posted in at least 20 public places at least 45 days in advance of the Budget Vote.</li> </ul>
April 2, 2019	<b>Regular Board Meeting</b> <ul style="list-style-type: none"> <li>▪ Tentative date to review final 2019-20 Revenue Figures (NYS Adopted Budget)</li> <li>▪ Finalize budget to be adopted</li> </ul>
April 9, 2019	<b>Special Board Meeting (if needed)</b>
April 16, 2019	<b>Regular Board Meeting</b> <ul style="list-style-type: none"> <li>▪ Target date for Board of Education adoption of the 2018-19 Budget</li> </ul>
Day After Budget Adoption	<ul style="list-style-type: none"> <li>▪ Property tax report card must be submitted to the SED (via State Aid Management System - SAMS) and local newspapers of general circulation by the end of the next business day following the budget adoption but no later than 24 days prior to the Budget Vote.</li> </ul>
<b>Spring Recess: April 18 - 26</b>	
April 22, 2019	<ul style="list-style-type: none"> <li>▪ Deadline for submission of petitions for nominations of Board of Education candidates</li> <li>▪ Deadline for submission of petitions for propositions to be placed on the ballot (Deadline is 30 days before vote)</li> </ul>
May 7, 2019	<b>Budget Hearing and BOE Candidate Presentations</b> <ul style="list-style-type: none"> <li>▪ Budget Statement (including required attachments) must be made available</li> <li>▪ The Budget must be presented at the hearing in 3 components: Administrative, Program, and Capital</li> </ul>
May 8, 2019	<ul style="list-style-type: none"> <li>▪ Budget Notice mailed to eligible voters (after Budget Hearing but no later than 6 days prior to date of vote)</li> </ul>
Up through May 20, 2019	<ul style="list-style-type: none"> <li>▪ Absentee ballots must be mailed no earlier than 30 days or later than 7 days prior to voting day (May 14th). List of residents who were given applications for absentee ballots is subject to public inspection and legal challenge until the day of the vote (end of business day of May 21st)</li> </ul>
May 21, 2019	<b>Statewide Annual Budget Vote and Board Election Day</b> (3rd Tuesday in May)
June 18, 2019	<ul style="list-style-type: none"> <li>▪ Statewide budget revote day (if needed)</li> </ul>